Title: **Ohaus Analytical Balance Model AP250D Standard Operating Procedures**

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## 1.0 OBJECTIVE

To properly use the Ohaus Balance

## 2.0 HEALTH AND SAFETY

Personnel should be properly attired according to what is being weighed.

## 3.0 PERSONNEL/TRAINING/RESPONSIBILITIES

Any employee who routinely works in the laboratory should be capable of performing this task. Training of new staff should be carried out under supervision of an experienced technical employee familiar with this SOP before the employee can work unsupervised.

## 4.0 REQUIRED AND RECOMMENDED MATERIALS

This section lists the required supplies and equipment:

Items to be weighed
Weighing vessel
Transfer apparatus

## 5.0 PROCEDURE

### 5.1 Ohaus Balance Weighing

1. Make sure balance is level. Adjust the leveling feet until the bubble appears in the center circle of the level indicator.

2. With no load on the pan and the chamber doors closed, press the ON-TARE key. A display check will occur followed by zero indication.

3. Balance is programmed to display weight in grams. To change to ounces or pennyweight see manual p. 12.

4. From 0 to 52g , the balance will read in fine range to 5 places: 0.00000
   From 52 to 210g, the balance will read in coarse range to 4 places: 0.0000

5. To weigh:
   a. Place an empty container on the pan. Close the balance doors. Do not lean on table or shake it in any way.
   b. When weight is stabilized, press ON-TARE. the display will show zero and the container's weight will be stored in memory.
   c. Add material to the container. As material is added, its net weight will be displayed.
   d. A proper weight will only be obtained with the doors closed.
   e. Remove container with material, close doors, and press ON-TARE again to delete tared weight from memory.
   f. Clean up any spilled material on weighing pan and around the balance.
   g. Press OFF to turn off balance

6. For further assistance with balance see manual.

7. DO NOT LEAVE ANY LOAD ON PAN and PRESS OFF WHEN FINISHED.

## 6.0 QUALITY CONTROL/QUALITY ASSURANCE

Personnel should adhere to good laboratory practices while weighing materials. This procedure should always be performed with proper precautions to minimize personnel exposure to any hazardous or toxic materials being weighed.

## 7.0 REFERENCES

DeWoskin, R.S. 1984. Good laboratory practice regulations: a comparison. Research Triangle Institute, Research Triangle Park, North Carolina. 63 pp.

USEPA. 1979. Good laboratory practice standards for health effects. Part 772 - Standards for development of test data. Fed. Reg. 44:27362-27375, May 9, 1979.

USEPA. 1980. Physical, chemical, persistence, and ecological effects testing; good laboratory practice standards (proposed rule). 40 CFR 772, Fed. Reg. 45:77353-77365. November 21, 1980.